

**Office of Community Development**  
**Grant Agreement Request Form**  
(Attachment A must be submitted with this form)

Grant #	S-L-14-7GJ-2
Grantee	Coleman Professional Services, Inc.
FTI Number	
CEO Name	Nelson Burns
CEO Title	President/CEO
Address	5982 Rhodes Road
City, State, Zip	Kent, OH 44240
Grant Amount	\$650,000
Grant Start Date	1/1/2015
Project Completion Date	12/31/2015
Final Draw Request Date	1/31/2016
Grant End Date	2/29/2016

<b>Project Specific Conditions</b>	
Lead Based Paint? No	
Other Project Specific Conditions	
1)	
2)	

OCD Representative    Kimberly Alexander

Signature of OCD Representative

Date

(SIGNATURE CONFIRMS GRANT AGREEMENT IS OK TO BE EXECUTED)

1<sup>st</sup> Review: BAM 1.21.15

2<sup>nd</sup> Review: AMF BAM 1.22.15

## ATTACHMENT A

### SCOPE OF WORK AND BUDGET

#### I. GENERAL DATA

Applicant Agency : COLEMAN PROFESSIONAL SERVICES, INC.

Vendor ID.Nbr :	53123	Grant Number :	S-L-14-7GJ-2
County :	Portage	Total Grant Award :	\$ 650,000
Applicant CEO Cont :	Nelson Burns	OCD Rep :	Kimberly Alexander
Title :	President & Ceo	Applicant Preparer :	Carol McCullough
Address :	5982 Rhodes Rd, Kent, OH 44240	Phone Number :	(330) 676-6810
		Email Address :	carol.mccullough@coleman- professional.com
Phone Number :	(330) 676-6801		
Email Address :	nelson.burns@colemen- professional.com		
Ohio House :	68 - Margaret Ann Ruhl	Ohio Senate :	28 - Tom Sawyer

#### II. PROJECT DESCRIPTION

##### Housing Stability Program

Coleman Professional Services, Inc. will provide homelessness prevention assistance to families and individuals who are below 30% area median income and imminently at risk of homelessness in Ashtabula, Geauga, Lake, Portage, and Trumbull counties through financial assistance and housing relocation and stabilization services. Program also includes substance abuse and mental health services. Regarding homelessness prevention, the program will serve 75 households consisting of 122 persons. Regarding rapid re-housing, the program will serve 102 households consisting of 181 persons. The key partners in providing assistance are Ashtabula County Community Housing Development Organization, Catholic Charities of Ashtabula County, Humility of Mary/Emmanuel Care Center, Family & Community Services, Board of Lake County Commissioners/Lifeline, Inc., Trumbull County Mental Health and Recovery Board, and WomenSafe, Inc.

ATTACHMENT A  
SCOPE OF WORK AND BUDGET

III. SOURCES OF FUND

Provider	Amount	Fund Category	Fund Type	Term	Interest Rate
Ashtabula County Community Action Agency	\$ 2,260	State and Local Funds	Cash	N/A	N/A
Ashtabula County Community Housing Development Organization, Inc.	\$ 4,500	Private Funds	Cash	N/A	N/A
Catholic Charities of Ashtabula County	\$ 5,000	Other Funds	Cash	N/A	N/A
Coleman Professional Services	\$ 16,208	Other Funds	Cash	N/A	N/A
Family & Community Services: City of Kent	\$ 4,000	State and Local Funds	Cash	N/A	N/A
Family & Community Services: Donations	\$ 2,000	Private Funds	Cash	N/A	N/A
Family & Community Services: Emergency Food and Shelter Program	\$ 9,565	Other Federal	Cash	N/A	N/A
Family & Community Services: Portage County DJFS PRC Funds	\$ 700	State and Local Funds	Cash	N/A	N/A
Humility of Mary Housing / Emmanuel	\$ 9,850	Private Funds	Cash	N/A	N/A
Lake County Federal HOME Funds to Lifeline for Security Deposits	\$ 21,945	Other Federal	Grant	N/A	N/A
WomenSafe	\$ 4,475	Private Funds	Cash	N/A	N/A
Grant Funds	\$ 650,000				
<b>Total</b>	<b>\$ 730,503</b>				

IV. AWARDED PROGRAM BUDGET

Housing Stability Program

Project Name	Activity	ESGP Funds	OHTF Funds	Other Funds Amount - Source	Total Cost
1-Region 5 Housing Stability Program	1-Homelessness Prevention	\$ 0	\$ 202,421	\$ 38,923 Multiple..	\$ 241,344
	2-Rapid Rehousing	\$ 0	\$ 402,551	\$ 39,130 Multiple..	\$ 441,681
	4-Data Collection & Eval.	\$ 0	\$ 12,528	\$ 2,450 Humility..	\$ 14,978
	5-General Admin	\$ 0	\$ 32,500	\$ 0	\$ 32,500
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<b>Total Awarded Budget</b>		<b>\$ 0</b>	<b>\$ 650,000</b>	<b>\$ 80,503</b>	<b>\$ 730,503</b>

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V. PROGRAM OUTCOMES

Project Name	Households Served Homeless Prevention	Persons Served Homeless Prevention	Households Served Rapid Rehousing	Persons Served Rapid Rehousing
1-Region 5 Housing Stability Program	75	122	102	181
<b>Total</b>	<b>75</b>	<b>122</b>	<b>102</b>	<b>181</b>

Counties Served : Ashtabula, Geauga, Lake, Portage, Trumbull